



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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March 13, 2006

TO: Agency Directors
Agency Budget Officers
State Fiscal Officers

FROM: Theo Yu, Senior Budget Officer

RE: INTERNAL SERVICE AGENCIES RATE DAY

The Internal Service Agencies Rate Day will be held on April 19, 2006, in House Hearing Room A of the John L. O'Brien Building on the Capitol Campus. At this event, the internal service agencies listed below will share their estimate FY 2007-09 rates for the services they provide to other agencies. You are welcome to send a representative from your agency to attend these presentations.

- Office of Administrative Hearings
- Office of the Attorney General
- Office of the State Auditor
- Office of Financial Management
- Department of General Administration
- Department of Information Services
- Office of Minority and Women's Business Enterprises
- Department of Personnel
- Office of the Secretary of State

Hopefully, presenting rate estimate information early in the budget cycle will assist you in preparing your agency's budget. It is important to remember that the rates presented are only estimates – the eventual rates may be different, depending on economic conditions and legislative actions.

If a representative from your agency is not able to attend, all presentation handouts will be posted on the Office of Financial Management, Budget Division website: <http://www.ofm.wa.gov/budget/default.asp>. A draft schedule for Rate Day will be distributed closer to the event. If you have any questions please contact Rochelle Klopfenstein, Budget Assistant, at 360-902-9820, or rochelle.klopfenstein@ofm.wa.gov.

AGENDA

Internal Service Agencies Rate Day

April 19, 2006

8:30 am - 4:30 pm

House Hearing Room A

8:30 - 8:40	Welcome - Theo Yu, Office of Financial Management
8:40 - 9:20	Office of Financial Management
9:20 - 9:40	Department of Personnel
9:40 - 10:00	Break
10:00 - 11:30	Department of Information Services
11:30 - 11:45	Office of Minority and Women's Business Enterprises
11:45 - 1:00	Lunch
1:00 - 1:30	Office of the State Auditor
1:30 - 3:00	Department of General Administration
3:00 - 3:15	Break
3:15 - 3:30	Office of the Secretary of State
3:30 - 3:45	Department of Printing
3:45 - 4:15	Office of the Attorney General
4:15 - 4:30	Wrap Up

Please note: Representatives from the presenting agencies will be available to answer specific questions on their agency's rates and services in House Conference Room A. Agencies with presentations before lunch will only have representatives in the conference room before lunch, and those presenting after lunch will only have representatives available after lunch.